



Kevin Ruane  
*District One*

January 15, 2026

Cecil L. Pendergrass  
*District Two*

David Mulicka  
*District Three*

Brian Hamman  
*District Four*

Trish Petrosky  
*District Five*

Dave Harner, II  
*County Manager*

Richard Wesch  
*County Attorney*

Donna Marie Collins  
*County Hearing  
Examiner*

Mr. James Riczo  
Gallaher American Family Funeral Home, LLC  
2701 Cleveland Avenue, Suite 100  
Fort Myers, FL 33901

SUBJECT:      Renewal of Annual Contract OTH-25  
                    Indigent Cremation Services

Dear Mr. Riczo:

This is to inform you that Lee County has agreed to renew the above-mentioned contract for an additional one (1) year period, from 1/21/26 through 1/20/27.

We are hereby extending the annual contract for an additional one-year period under the same terms and conditions as the original award.

If you have any questions regarding this letter, please contact me at (239) 533-8871.

Sincerely,

*Kimberly Urban*

Kimberly Urban  
Contracts Analyst  
Procurement Management Division

C: Project File



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January 9, 2026

239-533-8871

Mr. James Riczo  
Gallaher American Family Funeral Home, LLC  
2701 Cleveland Avenue, Suite 100  
Fort Myers, FL 33901

Subject:      Renewal of Annual Contract OTH-25  
                  Indigent Cremation Services

Dear Mr. Riczo :

The above-referenced annual contract will expire on January 20, 2026, unless renewed. Lee County is requesting that this annual contract be renewed for an additional one-year period (1/21/26 – 1/20/27). Therefore, we are requesting that you choose one of the following options and return this letter to Lee County Procurement Management, Attn: Kimberly Urban, P.O. Box 398, Ft. Myers, FL 33902-0398, (Fax: 239-485-8383 or email [kurban@leegov.com](mailto:kurban@leegov.com)), within 5 calendar days from receipt. Failure to return by January 14, 2026, may, at the County's sole discretion, result in contract cancellation and/or rebid of solicitation.

a.      I want to continue performing under this annual contract for an additional one-year period under the same terms and conditions as agreed upon in the above-referenced project.

*As a condition of this renewal, the vendor agrees to provide Lee County with an updated insurance certificate upon expiration of the original certificate on file with the County.*

b.      I am not interested in extending this contract for an additional one-year period. Why? \_\_\_\_\_

Each individual signing this Agreement directly and expressly warrants that he/she has been given and has received and accepted authority to sign and execute the Agreement on behalf of the party for whom it is indicated he/she has signed, and further has been expressly given and received and accepted authority to enter into a binding agreement on behalf of such party with respect to the matters contained herein and as stated herein.

**Vendor:**

Ashley Schallmu

Signature

**Lee County:**

Signed by:

Mary G Tucker

770F0BDB59DA44D...

Signature of Authorized Official

Executive Assistant

Title

1/13/2026

Date

Procurement Management Director

Title

1/15/2026 | 7:55 AM EST

Date